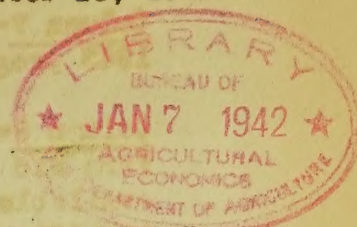


Issued December 18, 1941

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
WASHINGTON, D. C.

1942 Agricultural Conservation Program

North Central Region

PROCEDURE FOR SUMMARIZING FARM DATA ON NCR-609
REGULAR AND FOR COMBINING FARMS ON RF-16

The 1942 allotments, yields, and certain other farm data will be transferred from the special listing sheets to NCR-609 Regular listing sheets and submitted to the State committee. If the farm identity changes after allotments are determined, the instructions contained in Section 4 of this procedure will be applicable.

All 1942 acreage allotments and crop acreage figures will be expressed to the nearest tenth of an acre. The yields that are given in bushels shall be expressed in the nearest tenth of a bushel and those given in pounds will be rounded to whole numbers. All entries on NCR-609 will be made in jet black ink.

It is assumed in the following instructions that in case of correction of an error or a reconstituted farm on the 1941 listing sheet, the corrected entries will be carried forward. Errors in this 1942 listing will be corrected if they are brought to the attention of the county committee during the program year. The 1942 cropland acreage will not be changed during the program year unless an error was made at the time allotments were determined.

Section 1--FARM IDENTITY

Column 1--Enter the ACP farm number, which is obtained from NCR-509, column (1).

Column 2--Enter the 1942 RF-16 number for each tract entering into a combination when this information is available.

Column 3--Enter the name of the owner, which is obtained from NCR-509, column (3).

Column 4--This column is for the use of the county committee and will be used to enter the operator's name when it is available.

Column 5--Enter the number of acres in the farm, which is obtained from NCR-509, column (5).

Column 6--Enter the number of acres of cropland in the farm, which is obtained from NCR-509, column (6).

Column 7--This column will be left blank for use in connection with the 1943 program.

Column 8--Enter the noncrop open pasture acreage for the farm. If a farm did not participate in the 1941 program and this acreage is not available from previous records, it will be necessary that the county committee determine the noncrop open pasture acreage for such a farm. Any farm reports completed under recent programs may be used if they are believed to be applicable. If this is not possible, the county committee shall communicate with the committeeman nearest to the farm and have him determine the acreage of noncrop open pasture.

Column 9--This column will be left blank for use in connection with the 1943 program.

Section 2--SOIL-BUILDING ALLOWANCE ITEMS

Column 10--This column will be left blank for use in connection with the 1943 program.

Column 11--Enter the acreage of commercial orchards on the farm. This acreage is comparable to that used in previous programs and may be obtained from farm reports or the farm plan used in 1941, provided the acreage of orchards has not been changed for 1942.

Column 12--Enter the normal acreage of commercial vegetables on the farm. This shall be the acreage of vegetables or truck crops of which the principal part of the production is sold to persons not living on the farm. It shall include sweetpotatoes, tomatoes, sweet corn, melons, cantaloupes, strawberries, and commercial bulbs and flowers. The only vegetables or truck crops not included are peas or sweet corn for processing, artichokes for use other than as vegetables, and potatoes. If the normal acreage of commercial vegetables for a farm is less than 3 acres, no entry will be made in this column.

This acreage may be determined on the basis of information shown for 1941 on the 1942 Farm Plan. If necessary, the committee may also refer to previous farm reports.

Column 13--This column will be left blank for use in connection with the 1943 program.

Section 3--SPECIAL ALLOTMENTS AND YIELDS

The odd numbered columns beginning with (15) under the special crop allotment headings shall be left blank for use in the 1943 program determinations.

Enter in the even numbered columns under the proper headings the final 1942 allotments and yields determined for the respective special crops. The listing sheet will not be transmitted to the State office until all allotments and yields are entered in these columns.

Column 34--Enter in this column the total of the special allotments determined for each farm, including the new farm permitted acreages established for wheat, potatoes, tobacco, or cotton. A review shall be made of column (34) and the cropland column to determine whether the sum of special allotments established for any farm exceeds 80 percent of the cropland. If such a case exists, one of the allotments must be lowered by the amount of the difference. Since notices will already have been prepared and sent to farmers, the county committee shall consider with the farmer the need to lower one of these allotments and let the farmer decide which allotment shall be decreased. A statement explaining the determination shall be placed in the farm folder.

Columns 35 to 41--These columns will be left blank for use in connection with the 1943 program.

Section 4--CHANGES IN FARM IDENTITY

A. Splits--Changes in farm identity after allotments are determined will make it necessary to split some farms in order to establish the proper farm allotments and normal yields for 1942. In all such cases, the parent farm data will be deleted and will be marked "split-see nos. _____ and _____" on NCR-609 and each of the special crop listing sheets that are applicable.

The splits will be recorded on a copy of NCR-609 entitled "Split Farms--1942." The parent farm data will be listed in red and the data for the separate tracts will be listed immediately below in black. The new farm numbers will be those next available in the township. For each of the parts the proper farm land acreage, cropland acreage, noncrop open pasture acreage, and commercial orchard acreage will be determined on the basis of the maps of the farm. The normal acreage of commercial vegetables on the parent farm will be divided on the basis of two factors, (1) the adaptability of the land in the separate tracts to vegetable production and (2) the type of operation that will be carried out on the tracts. The acreage of sugar beets planted for harvest in 1942 will be entered when the information is available.

The 1942 allotments first will be divided among the tracts on the basis of the ratio of cropland on each of the tracts to the cropland on the parent farm. If after the allotments are split by this ratio method, it is determined by the committee that an allotment is not representative of a tract, that part shall be considered as a separate farm and allotments shall be appraised on the basis of those set for similar farms in the community.

In the case of a change in a corn allotment, similar farms shall be selected on form NCR-511. In the case of wheat, similar farms may be selected on form NCR-511; or, when wheat has been seeded, with the agreement of the operators of the individual tracts, the wheat allotment may be apportioned on the basis of the 1942 planted acreage of wheat. If the wheat allotment is apportioned on the basis of the 1942 acreage and in a manner that would not have been applicable before wheat was seeded, the operators shall understand that the wheat allotments will be reconsidered for 1943. Appropriate

records should be made on the listing sheets in order that these cases may be reviewed by community and county committeemen when the 1943 wheat allotments are established.

In the case of potatoes, tobacco, and cotton, similar farms need not be selected but a detailed explanation shall be made on NCR-511 in each case and the allotments determined for the individual tracts shall be comparable to those that could be established under the regular allotment procedure. When an allotment is changed by appraisal, the ratio entry shall be stricken through and the changed allotment shall be entered immediately above.

Except for wheat, the allotments determined on an appraisal basis for the individual tracts need not be within the regular allotment established for the parent farm, but any increase in allotment granted in this manner must come from the reserve acreage allotment held in the county.

The yields determined for the regular farm will be applicable to each of the separate tracts unless the committeemen determine the yield does not properly represent the productivity of each of the tracts. In this instance the committee may determine a different yield on the basis of the procedure applicable to the crops, provided that the weighted yields thus determined for the individual tracts do not exceed the yield established for the parent farm.

A representative of the State committee will review the split farms listing sheet with the county committee after a substantial part of the splits expected in the county has been recorded. The "Split Farms - 1942" sheet, NCR-609, will then be forwarded to the State office. After approval, the individual tracts will be listed in the respective townships on the State office copy of the Regular listing sheet. The "Split Farms - 1942" sheets will then be returned to the county office where the individual tracts will be recorded in the respective township listings on the Regular and special crop listing sheets.

B. Combinations--All combinations made after allotments are determined will be recorded on form RF-16 in the same manner as the 1941 combinations. The most common types of combinations will be (1) the case of farms owned and operated by one person in 1942 which were operated as separate farms in 1941 and (2) the case of different ownerships that are being operated as one farm in 1942. In the first type of case, appropriate notation should be made on the county office copy of the listing sheet in order that such farms may be reconstituted for 1943 if the same conditions of operation prevail at that time. In the second case, the tracts will be considered as different farms for listing purposes for the next program year.

Combinations for 1942 should be determined and approved by the county committee as early as possible. This will enable the county committee to furnish the operator with a copy of the revised farm plan for the combined farm so that he can properly plan his farming operations.

If an old wheat farm is combined with a new wheat farm, the allotment for the combined farm shall be the sum of the allotment for the old farm and the permitted acreage for the new farm. For the purpose of the combination the permitted acreage will be regarded as an allotment. The same procedure shall be followed in similar cases involving potatoes and cigar filler and binder tobacco.

In cases where a new cotton farm is combined with an old cotton farm, the permitted cotton acreage for the new farm shall not be regarded as an allotment. In such cases, the county committee shall determine an allotment and a normal yield for the combined farm on the basis of the data for the combined farm and shall enter such allotment and normal yield in column (g) of RF-16. The permitted cotton acreage for the new farm shall be entered on RF-16 as though it were an allotment except that the letters "RF" shall be entered in the same space. The same procedure shall be followed in similar cases involving Burley and dark air-cured tobacco farms.

The division of allotment payments and deductions will be determined on the basis of a contribution to normal production, except where the county committee finds that the division so determined results in inequities and obtains from the interested persons an agreement as to the division of payments and deductions. In such cases, the percentages agreed upon shall be shown in the proper spaces and the computations therefor need not be shown on RF-16.

As soon as forms RF-16 are completed, combination farm numbers beginning with C-1 for the first combination, C-2 for the second, etc., shall be assigned and recorded on the listing sheet. The form will be held in the county office pending further instructions.

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NCR-610 (Preliminary)

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U.S. Department of Agriculture

Issued February 4, 1941.

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
WASHINGTON, D. C.

1942 Agricultural Conservation Program North Central Region

PROCEDURE FOR LISTING RECONSTITUTED FARMS PRIOR
TO DETERMINATION OF 1942 ALLOTMENTS

For purposes of listing in 1942, the listing sheet farm shall be the same as in 1941, i.e., all adjacent or nearby farm land under the same ownership which is operated by one person, including also any tract field-rented to another person, which, together with any other land included in the farm, constitutes a unit with respect to the rotation of crops. Where widely separated tracts of land under the same ownership constituted a farm in 1941, the county committee may find it desirable to list these tracts separately for 1942.

Listing sheet farms combined for performance purposes in the 1941 program may be listed separately in 1942 as they were in 1941. There are a few instances, however, in which changes must be made in the listing sheet identity in order that 1942 allotments may be determined. These cases are of the following types:

- (1) The case in which two or more tracts owned by one person and operated as one farm in 1941 but listed separately in 1941, and will be operated as one farm in the future.
- (2) The case in which part of a farm changes ownership and the data for the farm must be split to form separate tracts.
- (3) The case in which an entire farm, or a tract such as that in item (2) above, is to be combined with another tract to form one farm.

The Reconstituted Farms listing sheets should be completed prior to the determination of 1942 allotments. A representative of the State committee will review the reconstituted farm listings before data are transferred from such listings to the 1942 listing sheets.

Reconstituted Farms Listing Sheets

For all farms or tracts the identity of which will be different in 1942 from that of 1941, it will be necessary to determine the proper farm land, cropland, total soil-depleting and special crop history (if available), the 1941 allotments, yields, and premium rates.

In the event that the 1942 wheat allotment, yield, and premium rate have been determined before a change is made in farm identity, it may also be necessary to redetermine such 1942 wheat allotment, yield, and premium rate. The instructions for determining premium rates on split or combined tracts are set forth in Section II and Section IV of FCI-201-W, "County Yield and Rate Procedure."

For purposes of these instructions, listing sheets, NCR-509, will be labeled "1942 Supplementary Listing - Reconstituted Farms." The farms will be listed by townships. The "split" farms and the "combined" farms will be listed in one group in order that the split and combination listing pertaining to one farm may be adjacent. In the case of a "split" farm, if the data are not split by the cropland ratio method, the appropriate data for the separate tracts will be appraised by the committees.

The farm should be deleted from the original listing sheet in each instance in which the data for a farm are transferred from the 1941 listing sheets to the Reconstituted Farms listing sheet, or from a "split" farm listing to a "combined" farm listing.

The Reconstituted Farms listing sheets should be prepared by entering headings for the following items (a) and (b), and for as many of the special crop items as may be applicable in the county.

- (a) Farm Identity - 1941 farm number, name of owner, farm land, cropland, noncrop open pasture, and restoration land.
- (b) Total Soil-Depleting - The history for 1941, the 1941 allotment, and the 1941 productivity index.
- (c) Corn - The history for 1941, the 1941 allotment, and the 1941 yield.
- (d) Wheat - The history for 1939, 1940, and 1941, the 1941 allotment, the 1941 yield, and the 1941 premium rate.

Note: If a wheat farm is split or is combined with another farm after the 1942 wheat allotments are determined, the 1942 allotments, yields, and premium rates will be listed in addition to other wheat data and will be handled in the same manner as the 1941 data.

- (e) Cotton - The adjusted history for 1937, 1939, 1940, and 1941, the 1941 allotment, and the 1941 yield.

- (f) Potatoes - The history for 1941, the 1941 allotment, and the 1941 yield.
- (g) Commercial Vegetables - The history for 1941, and the 1941 allotment.
- (h) Tobacco - The adjusted usual acreage, the adjusted normal acreage, the 1941 allotment, and the 1941 yield.

Split Farms

As used herein, the term "parent farm" means a farm which is to be split into two or more parts.

1. List in red all of the data applicable to the parent farm.

2. List in black on consecutive lines immediately beneath the red entries, the data applicable to each of the separate tracts. The 1941 farm numbers for the separate tracts will be the next available numbers in the township. The farm land, cropland acreage, noncrop open pasture, and restoration land will be determined and entered for each tract. The productivity index and yields for the parent farm will be applicable to each of the component parts for 1942, unless the county committee determines that such productivity index or yield is not applicable to each part. In such instances, the committee will determine the productivity index or yield which is applicable to each tract; provided, that the weighted yields or productivity indexes determined for the component parts approximately equal the respective yield or productivity index determined for the parent farm. The 1941 premium rates for each of the component parts when weighted may exceed but should not be less than the premium rate formerly determined for the parent farm.

The 1941 allotments listed for the parent farm will be divided among the separate tracts by the cropland ratio method or by county committee appraisal. Either method (a) or method (b), as described below, will be used to split all of the data for one farm.

- (a) Cropland Ratio Method - The cropland ratio for each tract will be determined by dividing the cropland acreage of that tract by the cropland acreage of the parent farm. The sum of the ratios thus determined for all tracts must equal 1.00.

Determine and list in black each history acreage and allotment for each tract by applying the cropland ratio determined for that tract to the respective entry listed in red for the parent farm.

- (b) Appraisal Method - If the county committee determines that the allotments resulting from application of the cropland ratio method are inequitable, the appraisal method of splitting data for a farm may be used.

The county committee shall determine and list in black the history applicable to each tract in each instance in which a history figure is entered in red for the parent farm.

After the history acreages have been determined for the tracts, they shall be used as guides by the county committee when breaking down the 1941 allotments for the tracts. The county committee shall appraise on the basis of the acreage history, tillable acreage, crop rotation practices, type of soil, and topography, each tract's fair share of the 1941 allotments. The sum of the allotments determined for a special crop, or total soil-depleting crops, for the separate tracts shall not exceed the respective allotment established for the parent farm, nor shall the sum of the special allotments determined for each tract exceed the total soil-depleting allotment determined for that tract.

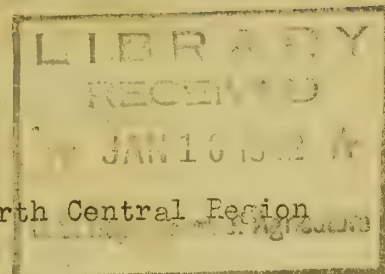
Combined Farms

Farm data for this listing will be obtained from the original listing sheets or from the Split Farm listing.

1. List in red on consecutive lines the data for each of the tracts which are to be combined into one farm.

2. List in black immediately below the red entries the data for the combined farm. The 1941 farm number for the combined farm will be the next available number in the township. Enter the owner's name and the sums of the respective acreages of farm land, cropland, history, and 1941 allotments for the separate tracts. Also enter the sums of the acreages of noncrop open pasture land and restoration land. The 1941 yields and productivity index for the combined farm will be the approximate weighted averages of the respective yields and productivity indexes determined for the separate tracts. The 1941 premium rate for the combined farm should be the weighted average of the premium rates determined for the separate tracts.

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
WASHINGTON, D. C.



1942 Agricultural Conservation Program

North Central Region

PROCEDURE FOR SUMMARIZING FARM DATA ON NCR-609
REGULAR AND FOR COMBINING FARMS ON RF-16

The 1942 allotments, yields, and certain other farm data will be transferred from the special listing sheets to NCR-609 Regular listing sheets and submitted to the State committee. If the farm identity changes after allotments are determined, the instructions contained in Section 4 of this procedure will be applicable.

All 1942 acreage allotments and crop acreage figures will be expressed to the nearest tenth of an acre. The yields that are given in bushels shall be expressed in the nearest tenth of a bushel and those given in pounds will be rounded to whole numbers. All entries on NCR-609 will be made in jet black ink.

It is assumed in the following instructions that in case of correction of an error or a reconstituted farm on the 1941 listing sheet, the corrected entries will be carried forward. Errors in this 1942 listing will be corrected if they are brought to the attention of the county committee during the program year. The 1942 cropland acreage will not be changed during the program year unless an error was made at the time allotments were determined.

Section 1--FARM IDENTITY

Column 1--Enter the ACP farm number, which is obtained from NCR-509, column (1).

Column 2--Enter the 1942 RF-16 number for each tract entering into a combination when this information is available.

Column 3--Enter the name of the owner, which is obtained from NCR-509, column (3).

Column 4--This column is for the use of the county committee and will be used to enter the operator's name when it is available.

Column 5--Enter the number of acres in the farm, which is obtained from NCR-509, column (5).

Column 6--Enter the number of acres of cropland in the farm, which is obtained from NCR-509, column (6).

Column 7--This column will be left blank for use in connection with the 1943 program.

Column 8--Enter the noncrop open pasture acreage for the farm. If a farm did not participate in the 1941 program and this acreage is not available from previous records, it will be necessary that the county committee determine the noncrop open pasture acreage for such a farm. Any farm reports completed under recent programs may be used if they are believed to be applicable. If this is not possible, the county committee shall communicate with the committeeman nearest to the farm and have him determine the acreage of noncrop open pasture.

Column 9--This column will be left blank for use in connection with the 1943 program.

Section 2--SOIL-BUILDING ALLOWANCE ITEMS

Column 10--This column will be left blank for use in connection with the 1943 program.

Column 11--Enter the acreage of commercial orchards on the farm. This acreage is comparable to that used in previous programs and may be obtained from farm reports or the farm plan used in 1941, provided the acreage of orchards has not been changed for 1942.

Column 12--Enter the normal acreage of commercial vegetables on the farm. This shall be the acreage of vegetables or truck crops of which the principal part of the production is sold to persons not living on the farm. It shall include sweetpotatoes, tomatoes, sweet corn, melons, cantaloupes, strawberries, and commercial bulbs and flowers. The only vegetables or truck crops not included are peas or sweet corn for processing, artichokes for use other than as vegetables, and potatoes. If the normal acreage of commercial vegetables for a farm is less than 3 acres, no entry will be made in this column.

This acreage may be determined on the basis of information shown for 1941 on the 1942 Farm Plan. If necessary, the committee may also refer to previous farm reports.

Column 13--This column will be left blank for use in connection with the 1943 program.

Section 3--SPECIAL ALLOTMENTS AND YIELDS

The odd numbered columns beginning with (15) under the special crop allotment headings shall be left blank for use in the 1943 program determinations.

Enter in the even numbered columns under the proper headings the final 1942 allotments and yields determined for the respective special crops. The listing sheet will not be transmitted to the State office until all allotments and yields are entered in these columns.

Column 34--Enter in this column the total of the special allotments determined for each farm, including the new farm permitted acreages established for wheat, potatoes, tobacco, or cotton. A review shall be made of column (34) and the cropland column to determine whether the sum of special allotments established for any farm exceeds 80 percent of the cropland. If such a case exists, one of the allotments must be lowered by the amount of the difference. Since notices will already have been prepared and sent to farmers, the county committee shall consider with the farmer the need to lower one of these allotments and let the farmer decide which allotment shall be decreased. A statement explaining the determination shall be placed in the farm folder.

Columns 35 to 41--These columns will be left blank for use in connection with the 1943 program.

Section 4--CHANGES IN FARM IDENTITY

A. Splits--Changes in farm identity after allotments are determined will make it necessary to split some farms in order to establish the proper farm allotments and normal yields for 1942. In all such cases, the parent farm data will be deleted and will be marked "split-see nos. _____ and _____" on NCR-609 and each of the special crop listing sheets that are applicable.

The splits will be recorded on a copy of NCR-609 entitled "Split Farms--1942." The parent farm data will be listed in red and the data for the separate tracts will be listed immediately below in black. The new farm numbers will be those next available in the township. For each of the parts the proper farm land acreage, cropland acreage, noncrop open pasture acreage, and commercial orchard acreage will be determined on the basis of the maps of the farm. The normal acreage of commercial vegetables on the parent farm will be divided on the basis of two factors, (1) the adaptability of the land in the separate tracts to vegetable production and (2) the type of operation that will be carried out on the tracts. The acreage of sugar beets planted for harvest in 1942 will be entered when the information is available.

The 1942 allotments first will be divided among the tracts on the basis of the ratio of cropland on each of the tracts to the cropland on the parent farm. If after the allotments are split by this ratio method, it is determined by the committee that an allotment is not representative of a tract, that part shall be considered as a separate farm and allotments shall be appraised on the basis of those set for similar farms in the community.

In the case of a change in a corn allotment, similar farms shall be selected on form NCR-511. In the case of wheat, similar farms may be selected on form NCR-511; or, when wheat has been seeded, with the agreement of the operators of the individual tracts, the wheat allotment may be apportioned on the basis of the 1942 planted acreage of wheat. If the wheat allotment is apportioned on the basis of the 1942 acreage and in a manner that would not have been applicable before wheat was seeded, the operators shall understand that the wheat allotments will be reconsidered for 1943. Appropriate

records should be made on the listing sheets in order that these cases may be reviewed by community and county committeemen when the 1943 wheat allotments are established.

In the case of potatoes, tobacco, and cotton, similar farms need not be selected but a detailed explanation shall be made on NCR-511 in each case and the allotments determined for the individual tracts shall be comparable to those that could be established under the regular allotment procedure. When an allotment is changed by appraisal, the ratio entry shall be stricken through and the changed allotment shall be entered immediately above.

Except for wheat, the allotments determined on an appraisal basis for the individual tracts need not be within the regular allotment established for the parent farm, but any increase in allotment granted in this manner must come from the reserve acreage allotment held in the county.

The yields determined for the regular farm will be applicable to each of the separate tracts unless the committeemen determine the yield does not properly represent the productivity of each of the tracts. In this instance the committee may determine a different yield on the basis of the procedure applicable to the crops, provided that the weighted yields thus determined for the individual tracts do not exceed the yield established for the parent farm.

A representative of the State committee will review the split farms listing sheet with the county committee after a substantial part of the splits expected in the county has been recorded. The "Split Farms - 1942" sheet, NCR-609, will then be forwarded to the State office. After approval, the individual tracts will be listed in the respective townships on the State office copy of the Regular listing sheet. The "Split Farms - 1942" sheets will then be returned to the county office where the individual tracts will be recorded in the respective township listings on the Regular and special crop listing sheets.

B. Combinations--All combinations made after allotments are determined will be recorded on form RF-16 in the same manner as the 1941 combinations. The most common types of combinations will be (1) the case of farms owned and operated by one person in 1942 which were operated as separate farms in 1941 and (2) the case of different ownerships that are being operated as one farm in 1942. In the first type of case, appropriate notation should be made on the county office copy of the listing sheet in order that such farms may be reconstituted for 1943 if the same conditions of operation prevail at that time. In the second case, the tracts will be considered as different farms for listing purposes for the next program year.

Combinations for 1942 should be determined and approved by the county committee as early as possible. This will enable the county committee to furnish the operator with a copy of the revised farm plan for the combined farm so that he can properly plan his farming operations.

If an old wheat farm is combined with a new wheat farm, the allotment for the combined farm shall be the sum of the allotment for the old farm and the permitted acreage for the new farm. For the purpose of the combination the permitted acreage will be regarded as an allotment. The same procedure shall be followed in similar cases involving potatoes and cigar filler and binder tobacco.

In cases where a new cotton farm is combined with an old cotton farm, the permitted cotton acreage for the new farm shall not be regarded as an allotment. In such cases, the county committee shall determine an allotment and a normal yield for the combined farm on the basis of the data for the combined farm and shall enter such allotment and normal yield in column (g) of RF-16. The permitted cotton acreage for the new farm shall be entered on RF-16 as though it were an allotment except that the letters "RF" shall be entered in the same space. The same procedure shall be followed in similar cases involving Burley and dark air-cured tobacco farms.

The division of allotment payments and deductions will be determined on the basis of a contribution to normal production, except where the county committee finds that the division so determined results in inequities and obtains from the interested persons an agreement as to the division of payments and deductions. In such cases, the percentages agreed upon shall be shown in the proper spaces and the computations therefor need not be shown on RF-16.

As soon as forms RF-16 are completed, combination farm numbers beginning with C-1 for the first combination, C-2 for the second, etc., shall be assigned and recorded on the listing sheet. The form will be held in the county office pending further instructions.

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
WASHINGTON, D. C.

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1942 Agricultural Conservation Program

North Central Region

U. S. Department of Agriculture

PROCEDURE FOR DETERMINING 1942 CORN ACREAGE
ALLOTMENTS AND YIELDS IN COMMERCIAL CORN COUNTIES

As provided in NCR-610 (Preliminary), issued February 4, 1941, farms or tracts the identity of which will be different in the 1942 program will be listed on reconstituted listing sheets to properly identify the data applicable to each farm. Such farms will then be listed with their respective township listings on NCR-509, 1941 regular listing sheets. The next available farm numbers shall be assigned to these farms.

In the 1942 program, special allotments and yields will be established for wheat, corn, cotton, tobacco, rice, and potatoes. After these allotments are determined, approved, and made available to farmers, instructions will be issued to prepare an allotment summary of all 1942 special allotments on one listing sheet.

Preliminary Clerical Work on 1942 Corn Allotments--The 1941 acreage of corn planted on each farm shall be entered in column (24) of NCR-509 if the data are available in the county office. The county office copy of the 1941 sheets will be used for this purpose. Any error in the 1941 allotment or yield determinations will be corrected by striking through the incorrect entry and entering the proper figure in red. Such corrections will be used only for 1942.

Committeemen Appraisal of 1942 Allotments and Yields--After the 1941 corn allotment and yield listings are corrected and prepared for the 1942 determinations, the county and community committeemen will review the allotments and yields in the county office. The relationship of the 1941 allotments which were established on the basis of the type of soil, topography, productivity, and the type of farming operations will be applicable in 1942 unless the committeemen determine that an allotment is not comparable to the allotments on similar farms in the community. Careful consideration shall be given to farms for which appeals were refused in 1941, farms that are out of compliance in 1941 because the 1941 allotments were inequitable, and those farms that will have a changed type of operation in 1942.

A 1941 allotment will be changed for 1942 if it is not representative of those allotments established for other farms in the community that are similar in type of soil, topography, productivity, and the type of farming operations carried out on the farms.

Form NCR-511, provided in the 1941 instructions, NCR-510, will be used in revising a farm corn allotment. The committeemen may use old copies of the form NCR-511 or if it is necessary to reproduce more copies the information pertaining to total soil-depleting allotments will be deleted. In either case the years appearing in the heading of column (5) and in items (e) and (f) shall be changed from 1940 and 1941 to 1941 and 1942. After such forms are completed and approved, they will be filed in the county office.

The relationship of the 1941 farm corn yields determined on NCR-509 will be applicable in 1942 unless the committeemen find that these yields do not adequately represent the relationship of farms in the community when considered on the basis of topography, productivity, type of soil, and the farming practices followed. If the committeemen determine that a farm corn yield is inequitable, they shall consider the yields established on similar farms and appraise a farm yield. If reliable records of per-acre yields are available for a farm for all of the years 1931 to 1940, an average of such yields adjusted for trends and abnormal weather conditions shall be the 1942 normal yield for the farm. A county factor applicable to other farm yields will not be applied to a farm yield established on this basis.

Factoring to County Allotment and County Check Yield---If the total of the farm allotments recommended by the county committee is equal to the county allotment, it will not be necessary to apply a factor. Otherwise, the allotments recommended for 1942 may be scaled by factor to the 1942 county corn allotment. The decision as to whether to apply a factor and the determination of the factor if used will be approved by a representative of the State committee before the final allotments are determined and entered on the 1942 Farm Plans.

After allotments are scaled, they shall be reviewed to determine whether there is any conflict with the minimum conserving acreage requirement in the docket. Those allotments which, when added to the 1942 wheat allotment would exceed 80 percent of the cropland on the farms, will be reduced by the amount of the excess. In those counties in which this check is relatively close on many farms, the 1942 wheat allotments may be entered in a convenient blank column on the listing sheet to make the check. If applicable, cotton and tobacco allotments will also be considered, although cotton, Burley, dark air-cured, or fire-cured tobacco allotments cannot be reduced for this purpose. If potato allotments are available, they will be considered and may be reduced in the same manner as corn if the total of all special allotments exceeds 80 percent of the farm cropland.

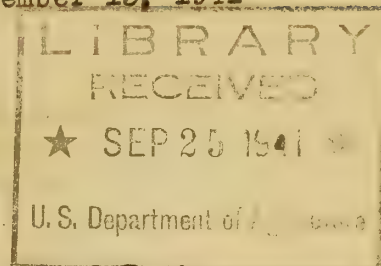
The corn yields will not be scaled if the county check yield remains the same and changes are compensating. If it is necessary to factor the recommended yields, one of two methods may be used--either (1) the factor will be determined on the basis of the extensions made in column (27) for 1941 by a representative of the State committee or (2) the difference between the 1941 and 1942 county check yields will be added to or subtracted from the 1941 farm yields.

175B

NCR-610-Tobacco

Issued September 15, 1941

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
WASHINGTON, D. C.



1942 Agricultural Conservation Program

North Central Region

INSTRUCTIONS FOR DETERMINING 1942 TOBACCO ACREAGE
ALLOTMENTS AND YIELDS

Regular tobacco acreage allotments and yields will be determined for 1942 on the 1941 listing sheets. Any farms that are reconstituted in accordance with the instructions in NCR-610 (Preliminary), issued February 4, 1941, will also be stricken on the tobacco listing sheets and relisted in their respective townships. Permitted acreages for new farms will be established for Burley, dark air-cured, and fire-cured tobacco in accordance with Section 2 of these instructions.

The 1941 instructions provided for determination of allotments on town lots for purposes of marketing quotas only. These determinations will be carried forward to the 1942 program for the same purposes. Since these town lots are not regarded as farms and the allotments are not used for purposes of the agricultural conservation program, no payments will be made upon such allotments.

In the case of a farm on which Burley, dark air-cured, or fire-cured tobacco was produced in 1941 without an allotment, it will be necessary to establish a 1941 allotment for purposes of determining the 1942 allotment. This will be determined in accordance with the applicable 1941 procedure. The allotment for 1942 will be determined by establishing a 1941 allotment and carrying it forward. Any allotment established in accordance with this paragraph for 1942 will come from the reserve for committee adjustments for the respective crop.

Section 1--DETERMINATION OF ALLOTMENTS AND YIELDS FOR REGULAR FARMS

A--1941 Acreage--Enter in a convenient blank column the acreage of tobacco harvested in 1941. If the committeemen determine that this harvested acreage is abnormally low because of flood, drought, hail, bluemold, or other tobacco plant disease, the acreage may be stricken and adjusted upward to a figure not in excess of the 1941 allotment.

B--Determination of Preliminary 1942 Allotment--For any farm for which a 1941 tobacco allotment was reduced because of a marketing quota violation, the original 1941 allotment shall be used in determining the 1942 allotment. If such a reduction was made in accordance with the provisions in the 1941 procedure, it could be only for purposes of the 1941 program.

1--A preliminary allotment will be determined in a properly identified column for Burley, dark air-cured, and fire-cured tobacco as follows:

- (a) If the 1941 allotment was 1 acre or less, enter the 1941 allotment.
- (b) If the 1941 allotment was over 1 acre, enter the result obtained by multiplying the 1941 allotment by a factor supplied by the State committee. This factor will be the same in all counties and will correspond with the difference between the 1941 and 1942 national marketing quotas.

2--The 1941 allotment will be considered the preliminary 1942 allotment for cigar-leaf tobacco.

C--Committeemen Adjustments of Preliminary Allotments for 1942--If the county and community committeemen determine that an allotment is not comparable to those established for other farms which are similar with respect to the past acreage of tobacco; land, labor and equipment available for the production of tobacco; crop rotation practices; the soil, and other physical factors affecting the production of tobacco, an increased allotment may be recommended. A column will be designated "Final 1942 Allotment" and an entry will be made for each farm showing either the increased allotment or the preliminary allotment accepted by committeemen for 1942.

In the case of Burley, dark air-cured, or fire-cured tobacco, any increase in allotment recommended in this column must come from the reserve established for that purpose by the State committee.

In the case of cigar-leaf tobacco, any increase in allotment may be offset by a compensating decrease in other allotments or it may come from a reserve established by the State committee.

Any producer's 1942 tobacco allotment may, in the case of violation of the tobacco marketing quota regulations for the 1941-42 marketing year, be decreased by that percentage which the amount of tobacco marketed in violation of such regulations is of the farm marketing quota.

D--Determination of 1942 Farm Yields--The committeemen shall review the final 1941 yields determined for each type of tobacco. Any changes that the committeemen make on the basis of past production and the soil and other physical factors affecting the production of tobacco on the farm shall be shown by striking through the 1941 yield and inserting the recommended figure immediately above. If these changes are compensatory and if the county check yield remains the same, it will not be necessary to scale the yields for 1942. However, if it is necessary to scale the 1941 yields by application of a factor, this factor will be determined with the aid of a representative of the State committee. The 1942 yields will then be entered in a properly identified column.

Section 2--PREPARATION OF FARM DATA RECORDS AND DETERMINATION OF 1942
PERMITTED ACREAGES AND YIELDS FOR NEW BURLEY, CIGAR LEAF,
DARK AIR-CURED, AND FIRE-CURED TOBACCO FARMS

The county committee shall give public notice not later than January 1, 1942, that permitted acreages are being determined for the 1942 tobacco crop and that any person desiring a permitted acreage on a farm that will produce one of the above types of tobacco but on which such tobacco was not produced in any of the years 1937 to 1941 shall prepare a new farm application and file it with the county office not later than February 1, 1942. In making this announcement, the county committee shall prepare a statement of the conditions which must be met if the producer is to be eligible for a new farm permitted acreage. It should also be made clear that payments will not be made on these permitted acreages under the 1942 program. They are established for purposes of marketing quotas, except in the case of cigar leaf, and if used will become allotments in later programs.

These new farms will be listed on copies of the 1941 listing sheet, NCR-509a. The data necessary to identify the farms will be entered and the preliminary and final permitted acreages and yields will be shown in properly identified columns. The preliminary permitted acreages and yields will be determined for the new farms on the new farm applications. These data will not be listed, however, until they have been approved by a representative of the State committee. At that time the permitted acreages will be scaled to the county permitted acreage and the yields will be scaled by application of the factor applied to the regular farm yields in 1941. It will be necessary to use this factor to place this group of farms on a level comparable with that of the regular farm group.

After performance is checked in the 1942 program, the acreage of tobacco, harvested on each new farm will be entered on the new farm listing sheets. The final 1942 permitted acreage will then be entered in a properly identified column. This final figure will be the smaller of (1) the permitted acreage originally approved on the listing sheet and (2) the acreage of tobacco harvested.

Preparation of New Farm Data Records--Any producer requesting a new farm permitted acreage shall prepare, with the assistance of the county committee, a new farm application. After entering all of the indicated information, the applicant shall date and sign the form in the spaces provided therefor. The committeemen shall review the data and determine whether each application meets the following requirements:

- 1--The farm operator shall have had two years or more experience in growing tobacco as a sharecropper, tenant, or farm operator during the past five years.
- 2--The applicant shall be living on the farm and largely dependent on this farm for his livelihood.

3--The farm covered by the application shall be the only farm owned or operated by the applicant on which any tobacco is produced.

4--No other kind of tobacco will be grown on the farm in 1942.

When it is determined that a farm is eligible, the committeemen shall enter the permitted acreage recommended on the basis of the operator's experience in producing tobacco, the land available for tobacco production, the labor and barn space available for handling tobacco, the customary crop rotation practices, and the adaptability of the soil to tobacco production. This entry shall not exceed the smaller of (1) the five-year average acreage of the operator's experience and (2) one acre.

The committeemen shall also recommend a normal yield for each eligible farm which shall be that yield per acre determined to be reasonable for the farm on the basis of its comparability with other tobacco producing farms in the community.

The form shall be dated and signed as an indication that the data have been reviewed and that the recommendations are approved by the committeemen. A copy of each application will then be forwarded to the State committee by February 15, 1942.

Issued February 5, 1941.

UNITED STATES DEPARTMENT OF AGRICULTURE
AGRICULTURAL ADJUSTMENT ADMINISTRATION
Washington, D. C.

1942 Agricultural Conservation Program

North Central Region

INSTRUCTIONS FOR DETERMINING WHEAT ACREAGE
ALLOTMENTS FOR 1942General Instructions

For purposes of these instructions, counties will be designated as Crop Insurance Counties and Non-crop Insurance Counties. These general instructions are applicable to both crop insurance and non-crop insurance counties. In Crop Insurance Counties 1942 wheat allotments, yields, and premium rates will be determined for all wheat farms on Forms FCI-203-W. In Non-crop Insurance Counties wheat allotments and yields will be determined for all wheat farms on Forms NCR-509W. (The NCR-509W used in 1941 has a sufficient number of blank columns so that it may be used in 1942.)

Separate wheat listing sheets designated as "Regular" and "New" wheat farm listing sheets will be prepared. Regular wheat listing sheets will be prepared for farms on which wheat was planted for harvest in any of the years 1939, 1940, or 1941. All farms listed on the 1941 listing sheets will be listed on the regular listing sheets in 1942 unless it is known that no wheat has been planted in any of the years 1939, 1940, and 1941. The county committee shall give public notice that allotments are being determined for the 1942 wheat crop and that any person desiring an allotment for a farm on which there was no wheat planted for harvest in 1939, 1940, or 1941, should immediately submit a written request to the county committee for an allotment. The State committee will determine a date after which no requests for new farm allotments will be considered. Public notice of such date shall be given so as to afford "new" wheat producers full opportunity to submit a written request for an allotment. Farms for which requests for wheat allotments are received will be listed on "new" wheat farm listing sheets.

Correction of Errors and Review
of 1941 Allotments and Yields.

The data to be listed on the 1942 listing sheets will be taken from the respective 1941 listing sheets, the Reconstituted Farms listing sheet, and other 1941 forms. Any reference made to data on the 1941 listing sheets also will mean the Reconstituted Farms listing sheet if a farm is listed thereon. Any substantial change that might materially affect the allotments that could be determined for a farm should be brought to the attention of the county and community committee-men at the time the 1941 allotments are reviewed for 1942.

Before allotment entries are made on NCR-509W or FCI-203-W, the committeemen will review the 1941 allotments determined on the 1941 listing sheets and indicate in a convenient space the recommended allotment for 1942 if they determine that the 1941 allotment is inequitable for 1942.

The acreage history for 1939, 1940, and 1941, type of soil, topography, productivity, crop rotation practices, and the type of farming operations will be considered by the committeemen in determining whether the allotment is comparable to those established for other farms in the community which are similar so far as these factors are concerned. If desirable, the county committee may use a form similar to the NCR-511 for such adjustment.

The relationship of 1941 allotments which were based on the above factors will be applicable in 1942 unless the committeemen determine that an allotment must be revised because of a change in the type of farming operations carried out on the farm, a substantial change in the acreage of farm land or cropland, or some other unusual condition.

In Non-crop Insurance Counties, the community and county committees will review the 1941 yields and make their recommendations for 1942. If it is determined that a 1941 yield does not adequately represent the relation of the farm to others in the community, a representative yield shall be entered in a convenient space on the 1941 listing sheet.

Except as otherwise specified in this procedure, the entries in all columns shall be rounded to one decimal place and all factors used will be rounded to four decimal places. In all cases involving decimals, the results of computations shall be carried to two decimal places beyond the number of decimal places required in the result and rounded back two places to the required number of decimal places. In rounding, digits of 50 or less shall be dropped and digits of 51 or more shall be counted as one and added to the figure in the next decimal place to the left.

SECTION I.--LISTING SHEET PROCEDURE FOR WHEAT FARMS IN CROP INSURANCE COUNTIES.

Regular Wheat Listing Sheet Instructions

Entries on Form FCI-203-W for columns (29) to (36), inclusive, will be made as follows:

Column 29.--Enter the acreage of wheat planted for harvest on the farm in 1940, which will be obtained from FCI-103-W, column (30). If such information is not available, a dash shall be entered in this column.

Column 30.--Enter the acreage of wheat planted for harvest on the farm in 1941. This entry will be obtained from NCR-517 after performance has been checked. If such information is not made available, a dash shall be entered in this column.

Column 31.--This column will not be used at this time.

Column 32.--Enter the 1941 allotment to be used in the determination of the 1942 allotment, which will be obtained from FCI-103-W. This entry will be the 1941 approved allotment unless an adjustment has been made in the 1941 allotment for 1942. In this case, the allotment recommended on FCI-103-W will be entered and encircled.

Column 33.--Enter the 1942 wheat allotment for the farm. This entry will be obtained by multiplying the entry in column (32) by a factor which is derived by dividing the 1942 county wheat acreage allotment for regular farms by the county total of column (32). Enter this factor in the head of column (33).

Column 34.--This column will not be used.

Column 35.--This column is reserved for use by the State committee.

Column 36.--This column will not be used.

New Wheat Farms Listing Sheet Instructions

All farms for which new wheat allotments are requested should be listed on FCI-203-W labeled "New Wheat Farms" in accordance with the following instructions:

Column 29 and Column 30.--These columns will not be used.

Strike the heading in column (31), and enter the following column heading:

Column 31.--"Requested Allotment."

Column 31.--Enter the acreage of wheat allotment requested for the farm.

Column 32.--Enter the recommended allotment. The county committee working with the community committee will consider the request and recommend an allotment which is comparable to similar farms in the community. Such entry shall not exceed the entry in column (31).

Column 33.--Enter the 1942 wheat acreage allotment for the farm. This entry will be obtained by multiplying the entry in column (32) by a factor derived by dividing the county wheat acreage allotment for new wheat farms by the total of column (32). In no case will there be an upward adjustment.

Column 34.--This column will not be used.

Column 35.--This column is reserved for use by the State committee.

Column 36.--This column will not be used.

SECTION II.--LISTING SHEET PROCEDURE FOR WHEAT FARMS IN
NON-CROP INSURANCE COUNTIES.

Regular Wheat Farms Listing Sheet Instructions

The data listed on NCR-509W will be used in establishing allotments and yields for 1942.

Strike the headings in columns (14) to (17), inclusive, and enter in lieu thereof the following:

Column 14--"Recommended 1942 Allotment."

Column 15--"Column (14) Scaled."

Column 16--"State Committee Approved."

Column 17--"Recommended 1942 Yield."

Column 14.--Transfer the 1941 allotment to be used in the determination of the 1942 allotment from column (9) to column (14). This entry will be the 1941 approved allotment unless an adjustment has been made in the 1941 allotment for 1942. In this case, the allotment recommended by the committee will be entered and encircled.

(It should be noted that no recommendations will be made in this column for farms on which no wheat has been planted in any of the years 1939, 1940, and 1941.)

Column 15.--Enter the 1942 wheat allotment for the farm. This entry will be obtained by multiplying the entry in column (14) by a factor which is derived by dividing the 1942 county wheat acreage allotment for regular farms by the county total of column (14). Enter this factor in the head of column (15).

Column 16.--This column is reserved for use by the State committee.

Column 17.--Enter the wheat yield recommended for 1942. This entry will be the 1941 approved wheat yield shown in column (13) unless an adjustment has been made in the 1941 wheat yield for 1942. In this case the wheat yield recommended by the committeemen will be entered.

Enter the following headings in columns (18) and (19):

Column 18--"Extension."

Column 19--"1942 Yield."

Column 18.--Enter in pencil the result, rounded to a whole number, obtained by multiplying each entry in column (14) by the respective entry in column (17).

Column 19.--Enter the 1942 yield for each farm.* This will be obtained by multiplying the entry in column (17) by a factor derived as follows:

1. Multiply the county total of column (14) by the 1942 county check yield.
2. Divide the result obtained above by the county total of the entries in column (18). Enter this factor in the head of column (19).

Columns (20) to (22), inclusive.--These columns will not be used.

New Wheat Farms Listing Sheet Instructions

All farms for which new wheat allotments are requested should be listed on NCR-409W labeled "1942 New Wheat Farms."

Column 1.--Enter the 1941 ACP farm number.

Column 2.--This column will not be used.

Column 3.--Enter the name of the 1941 title owner.

Column 4.--Enter the number of acres in the farm.

Column 5.--Enter the number of acres of cropland.

Columns (6) to (12), inclusive.--These columns will not be used.

* Where reliable records of the actual average yield per acre of wheat for the ten years 1931 to 1940 are presented by the farmer or are available to the committee, the normal yield for the farm will be the average of such yields adjusted for trends and abnormal weather conditions.

Strike the headings in columns (13) to (17), inclusive, and enter in lieu thereof the following:

Column 13.--"Requested Allotment."

Column 14.--"Recommended 1942 Allotment."

Column 15.--"Column (14) Scaled."

Column 16.--"State Committee Approved."

Column 17.--"Recommended 1942 Yield."

Column 13.--Enter the acreage of wheat allotment requested for the farm.

Column 14.--Enter the recommended allotment. The county committee working with the community committee will consider the request and recommend an allotment which is comparable to similar farms in the community. Such entry must not exceed the entry in column (13).

Column 15.--Enter the 1942 wheat acreage allotment for the farm. This entry will be obtained by multiplying the entry in column (14) by a factor derived by dividing the county wheat acreage allotment for new farms by the total of column (14). In no case will there be an upward adjustment.

Column 16.--This column is reserved for use by the State committee.

Column 17.--Enter the county and community committee recommended 1942 wheat yield for each farm.

Enter the following headings in columns (18) and (19):

Column 18.--"Extension."

Column 19.--"1942 Yield."

Column 18.--Enter in pencil the result, rounded to a whole number, obtained by multiplying each entry in column (14) by the respective entry in column (17).

Column 19.--Enter the 1942 yield for each farm. This will be obtained by multiplying the entry in column (17) by the factor entered in the head of column (19) on the regular farm listing sheets.

Columns 20 to 22, inclusive.--These columns will not be used.